

Brookfield FBLA Chapter Local Chapter Officer Agreement

One of the most rewarding experiences in FBLA is to serve as a chapter officer. Past officers have said it was an honor for them and that they benefited from it personally. It is an honor to serve only if the job is done well. To serve effectively, an officer must be dedicated to FBLA, possess superior leadership abilities, and be willing to devote time to do the job. All members giving consideration to applying for a local office should study the following information carefully.

A. Qualifications for a Local Chapter Office

1. Officers must be a member of the Brookfield FBLA Chapter.
2. A member desiring to become an FBLA officer must submit his/her application in writing to the officer selection committee and take an FBLA knowledge test. The officer selection committee will interview each candidate. The selection committee will use the following guides in selecting officers:

A. FBLA Knowledge	30 points maximum
B. Application	35 points maximum
C. Interview	35 points maximum

B. Chapter Officer Activities

Chapter officers are required to attend and participate in chapter activities, missing no more than three (3) chapter functions, including meetings.

C. Commitment and Agreement

All officers of the Brookfield FBLA Chapter shall:

1. fulfill those duties of the office as described in the current FBLA guidelines.
2. demonstrate good citizenship at all times as outlined in the Brookfield Student Discipline Policy.
3. be enrolled in a Business course during their term of office.
4. serve as a member of the team, always maintaining a cooperative attitude.
5. be totally dedicated to the program of Business and FBLA.
6. be willing to take and follow instructions as directed by those responsible for them.
7. through preparation and practice, develop themselves into effective public speakers and project a desirable image of the FBLA at all times.
8. regularly and on time, write all letters, thank you notes, reports, and other correspondence which are necessary and desirable.

9. accept and search out constructive criticism and evaluation of their total performance.
10. keep themselves up to date on all chapter activities.
11. constantly evaluate and improve themselves.
12. act as a desirable role model for FBLA members.
13. arrive early for meetings to prepare the room and give full attention to the business at hand during the meetings.
14. not miss more than three (3) chapter meetings and/or activities.

Any officer not fulfilling the responsibilities of the office they hold shall be replaced by another member my means of nomination from the floor at any regularly scheduled meeting.

I have read and understand the above qualifications, commitments, and agreement. If elected to a local office, I will carryout my responsibilities in accordance with these statements and understand that I will be removed from office if I do not completely adhere to these standards for Brookfield FBLA Chapter Officers.

Signature of Applicant

Home Address

Home Phone Number

City and Zip Code

I believe the applicant understands these requirements needed to perform as an FBLA Local Chapter Officer and is willing and capable of meeting these requirements.

Signature of Parent/Guardian

Signature of School Administrator

Brookfield FBLA Chapter Local Officer Application

Name: _____

Current Grade: _____

Current Year's Grade Point Average: _____

Age: _____

Office(s) Applying For: 1. _____ 2. _____

[illegible][illegible][illegible][illegible]

<i>Major Activities, Awards, & Leadership Outside FBLA</i>	<i>Year</i>	<i>Local</i>	<i>District</i>	<i>State</i>	<i>National</i>

<i>Business Courses Taken or Plan to Take</i>	<i>Year</i>

List any additional information you would like the committee to know here.

I have read and signed the Brookfield FBLA Local Chapter Officers Agreement:

Signature